Tips for Table 4 of the NSF COA List (co-authors)

- Visit the Astrophysics Data System at https://ui.adsabs.harvard.edu/
- Search Author PI First Name, PI Last Name
- In the left Navigation pane select Institutions "Harvard U" and any other applicable institutions the PI belongs to (i.e. CfA, Radcliffe, etc.) for the past 48 months then click "Limit to"
- On the right side under the bar graph, type in the years you'll need the co-authors for (the previous 48 months or 4 years) then click "Apply"
- Above the bar graph, click "Export" > "Author Affiliation"
- Depending on the solicitation (i.e. if all co-authors must be listed vs. the first 3), use the drop down next to "Authors" to select the correct number
- In the drop down select |Last Name, First Name| Affiliation | Last Active Date | [excel] then click "Export"
- The excel now shows the co-authors you need to list on your COA for Table 4 (Type: A). However this list may include the same author multiple times if more than one publication was produced in the last 4 years. I suggest sorting by PI name and deleting the older PI's that are listed multiple times in this list before putting it into the COA Template. Only the most recent co-author publication date needs to be listed.